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STANDARD FORM NO. 64

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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Operations School

DATE: 16 June 1958

FROM : Acting Chief Instructor, Clandestine Services Review

SUBJECT: Final Course Report - Clandestine Services Review No. 21

1. Clandestine Services Review No. 21 was held during the period 26 May - 11 June 1958. Twenty-four (24) students were enrolled with nineteen (19) completing the course. One student (███████████) was withdrawn at the end of the first week because of sickness. One student (███████████) was withdrawn at the end of the second week to take part in the Denied-area Seminar and one student (███████████) was withdrawn because of the pressure of work on his desk. Two students missed the entire second week. They will be encouraged to make up this week at the next presentation of the course.

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2. Some statistical data on CSR No. 21 is given below:

GS Average - 11

Service Designation - 17-DI, 3-SA, 1-DP,
1-D, 1-DA, 1-ST

Average Age - 38

Average Agency Experience - 8

Average O/S experience - 6 years

3. According to the student critiques, this review course proved extremely valuable to the returnees, and to the two non-returnee students from the Cable Secretariat, for their work here in Headquarters. The most constructive criticism obtained from the critiques as a whole indicated that the speaker amplification system should have been utilized for a few of the speakers. However, no comment to this effect was made during the course to the instructor. In future classes this can easily be remedied. Certain students commented on a few speakers with such remarks indicating that the speaker "rambled," "talked to the chart," or exhibited some other trait that is not the sign of a polished speaker. These deficiencies were few actually and are well known failings of the speaker commented upon. The outstanding speakers in previous courses, (███████████) were again acclaimed by this class.

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4. Several guest lecturers were curious as to the reason for the smallness of the class. The small class is attributed to the fact that every returnee is not required to attend this course. Also, most school years overseas do not end until June, forcing personnel overseas to delay their departure for the States until mid-June.

5. The undersigned instructor was requested to take over the class on Friday, 23 May before the class commenced on Monday, 26 May because of a schedule conflict with CPW No. 38. This CSR schedule was well set up and interestingly arranged with many top-notch Agency personnel scheduled to speak. Throughout the course the regular instructor continued to assist in the course. Her file of introductory cards proved invaluable in the day-to-day presentation of individual speakers. The contribution made by the course training assistant was outstanding and made the last minute change over in course instructors a relatively simple matter.



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Acting Chief Instructor
Clandestine Services Review

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